



Howard County

RECREATION & PARKS

Questions: Linda DiPanfilo, Volunteer Coordinator, 410-313-4704 or Ldipanfilo@howardcountymd.gov

Registration and Application Process for Returning Junior Counselors

- 1. REGISTER as RETURNING JUNIOR COUNSELOR:** Register with Howard County Recreation & Parks using: **RP1890.412**. Early registration is encouraged! Space is limited! Howard County residents: online registration begins Feb 4 at 6:00 PM – all other methods begin Feb 5. Out-of-County residents: online registration begins Feb 11 at 6:00 PM – all other methods begin Feb 12. The registration fee is \$40. Fee includes comprehensive training, Junior Counselor manual, two camp shirts and certificate of participation.

Returning Junior Counselors (JC) are not required to re-interview.

Options for Registering

*To print a Registration Form for fax, mail-in or walk-in registration go to:

http://www.howardcountymd.gov/uploadedFiles/Home/Facilities/Recreation_and_Parks/Registration%20Form%20New.pdf

Online: <https://apm.activecommunities.com/howardcounty/?>
Phone: 410-313-7275 (8 AM-4:30 PM, M-F)
*Fax: 410-313-4660
TTY: 410-313-4665 (8 AM-4:30 PM, M-F)
*Mail-in: Howard County Recreation and Parks Headquarters
7120 Oakland Mills Rd. Columbia, MD 21046
*Walk-in: Howard County Recreation and Parks Headquarters
7120 Oakland Mills Rd. Columbia, MD 21046 8 AM-4:30 PM, M-F

- 2. REVIEW CAMP INFORMATION:** After registering, Junior Counselors receive, via email, a camp list and Camp Placement Request form. Review the camp list which includes the name, description, location, date and time of each camp accepting JC's. Using the Camp Placement Request Form, JC's select a first, second and third choice for camp placement. Return this form to the Volunteer Coordinator.

It is the responsibility of the returning JC's to submit the completed camp placement request to the Volunteer Coordinator, Linda DiPanfilo, via email: Ldipanfilo@howardcountymd.gov.

Only a select number of Howard County Recreation and Parks camps participate in the Junior Counselor Program. Camp placement is on a first come first served basis.

- 3. CAMP PLACEMENT REQUEST:** As noted in step 2, JC's will select a first, second and third choice for camp placement. Every effort is made to honor camp placement requests, however it is not always possible and is based on availability. The Volunteer Coordinator reviews and confirms placement requests and contacts applicants via email.

Some camp locations are dependent upon Board of Education permits therefore locations are subject to change. Camps may also be cancelled due to low enrollment. In these situations, every effort is made to work with applicants to find an alternate placement(s).

4. **REGISTER FOR WEEKLY CAMP SESSION(S):** After receiving confirmation of camp placement(s) and instruction on weekly camp registration, Junior Counselor may register for weekly camp sessions. Junior Counselors should not register for weekly session(s) prior to confirmation of camp placement(s). JC's can register for 1 up to 7 weekly camp sessions, based on availability. The program runs June 22 through August 7. The cost is \$30 per weekly camp session.
5. **COMPLETE AND RETURN REQUIRED PAPERWORK:** Junior Counselors and parents must complete all required paperwork requested by the Volunteer Coordinator.
6. **ATTEND MANDATORY TRAINING:** The mandatory Junior Counselor Training is scheduled for Saturday, May 30, 2015, 11:00AM – 12:00 PM at North Laurel Community Center, 9411 Whiskey Bottom Rd., Laurel, MD 20723. Camp-shirts(2), name badge, JC manual and camp placement schedules are distributed at the training.

